



CITY OF LONG BEACH
 DEPARTMENT OF HEALTH & HUMAN SERVICES * BUREAU OF ENVIRONMENTAL HEALTH
FOOD PROGRAM
 2525 Grand Avenue, Room 220, Long Beach CA 90815
 562-570-4132 Fax 562-570-4038
www.longbeach.gov/health/eh/food/tff.asp



TEMPORARY FOOD FACILITY PERMIT APPLICATION
Refer to the Temporary Food Facility (TFF) Guidelines for more information available online
SPECIAL EVENT INFORMATION

Date of Application:		Date Of Event:	
Name Of Event:			
Location Of Event:			
Time(s) Of Event:		Number Of Days:	
Name Of Event Organizer /Promoter:			

TEMPORARY FOOD FACILITY OPERATOR INFORMATION

Name of Food Facility / Booth:					
Facility Operator Name:			Driver's License #:		
Mailing Address	Street # & Name				
	City		State		Zip Code
Telephone #:			Message #:		
Email:			# of Food Employees:		

TFS APPLICABLE FEES: *Check the Appropriate Box*

<input type="checkbox"/> Non- Profit	<input type="checkbox"/> Profit	Temporary Food Facility Type
<input type="checkbox"/> \$ 35.00	<input type="checkbox"/> \$ 71.00	<u>Pre-packaged</u> Includes prepackaged samples properly labeled, unopened packaged foods from a licensed manufacturer such as sodas, candy, chips, etc Includes samples of pre-packaged perishable foods properly labeled, unopened packaged from a licensed manufacturer such as yogurt, milk, etc.
<input type="checkbox"/> \$ 48.90	<input type="checkbox"/> \$ 100.00	<u>Pre-packaged w/unpackaged samples</u> Properly labeled, unopened packaged foods from a licensed manufacturer such as sodas, candy, chips, etc
<input type="checkbox"/> \$ 64.00	<input type="checkbox"/> \$ 130.00	<u>Unpackaged</u> Open foods including hot dogs, soft serve ice cream, shaved ice, etc.
	<input type="checkbox"/> \$ 25.30	<u>Hawkers</u> Roaming prepackaged food sales within the perimeter of the event
	<input type="checkbox"/> \$ 44.65	<u>Late Submittal Penalty Fee</u> If less than 7 calendar days prior to event add per booth
	<input type="checkbox"/> \$ 28.90 + \$ 44.65	<u>Field Licensing Fee</u> Applicable application fee from above
<input type="checkbox"/> 20% discount: \$ - _____		<u>Temporary Food Facility Training Certificate</u>

Total Amount Paid: ***Fees are subject to change without notice**

I have read and understand the requirement a noted on the City Of Long Beach Health Department, Bureau of Environmental Health, Food Program Temporary Food Facility (TFF) Guidelines. I understand that it is my responsibility to meet al the applicable requirements during all hours of operation; failure to meet these requirements can result in either a suspension of the TFF Health Permit, a penalty or an Office Hearing.

Signature Of Applicant: _____ Date: _____

FOR OFFICE USE ONLY

☐ Approved ☐ Rejected Permit # _____ Mailed: _____

Permit Restrictions / Reason For Rejection

FOOD PREPARATION AT OTHER LOCATION	
All food preparation must be completed either in the approved temporary facility or at a permitted food facility. Identify and facility where advanced preparation will take place. An agreement form must be submitted for food preparation at a permitted food facility	
Name of Facility: _____	Permit #: _____
Address of Facility: _____	
Method of food temperature control used during transportation: _____	

EQUIPMENT/UTENSIL USED	
Will multi-use kitchen utensils (knives, scoops, spatulas, bowls, etc.) be used inside the booth for food preparation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Identify all equipment that will be used in food preparation at the food booth:	<input type="checkbox"/> Barbecue Grill <input type="checkbox"/> Range Burner <input type="checkbox"/> Deep Fryer
<input type="checkbox"/> Griddle <input type="checkbox"/> Char-broiler <input type="checkbox"/> Mixer <input type="checkbox"/> Blender <input type="checkbox"/> Other (Specify):	
Identify all utensils that will be used in food preparation at the food booth:	
Multi-use eating and drinking utensils are prohibited (plates, glassware, etc.)	

[illegible]



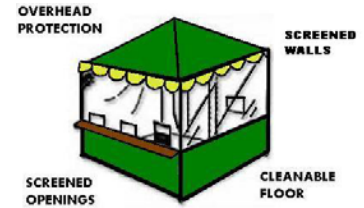
HEALTH PERMIT MUST BE PROMINENTLY DISPLAYED ON BOOTH

All items must be completed prior to serving food to the public

Food Booth Construction

Open or Non-prepackaged foods

- ☐ Booth is entirely enclosed with all four complete sides, ceiling, and a floor
- ☐ Floor is smooth and cleanable. Plywood, tarp, pavement, and asphalt is acceptable
- ☐ Walls and ceiling is constructed of plywood, canvas, fine mesh (16-mesh)
- ☐ Pass through window or door to access adjoining BBQ area
- ☐ Food pass through openings 18" high x 24" wide maximum
- ☐ Signage (visible to the public/can be posted at the front of booth) must include the following:
 - o Facility and Operator Name at least 3" in size.
 - o Facility City, State, and Zip Code at least 1" in size
 - o In contrasting colors with the surface on which it is posted
- ☐ Trash container with lids.



For Prepackaged Food

- ☐ Booth with overhead protection only
- ☐ No flooring requirements required.

Food Handling – Sanitary Requirements

Food Preparation

- ☐ Food stored at least 6" off the ground
- ☐ All food contact surfaces are smooth, easily cleanable, and nonabsorbent

Food Handling

- ☐ Food prepared or stored in a private residence is prohibited
- ☐ All food preparation shall take place within an approved food facility or food booth
- ☐ Food handlers shall follow proper hand washing practices, wear clean clothes, properly restrain hair and be in good health.
- ☐ Bare hand contact with ready to eat food is minimized. Serving utensils, disposable plastic gloves, or tissues are used to prevent bare hand contact with food.

Temperature Control

- ☐ Adequate cold storage (ice chests with ice, refrigerated trucks or refrigerators)
- ☐ Cold food must be maintained at 45° F or below. If ice is used to hold cold food, surround/cover food with ice.
- ☐ Adequate hot storage (steam tables, chafing dishes, electric stove, heat lamps, and crock pots)
- ☐ Hot food must be maintained at 135°F or above.
- ☐ A Metal, probe thermometer to measure food temperature must be available in the booth.

**ALL POTENTIALLY HAZARDOUS FOODS HELD AT OR ABOVE 135°F OR
AT 45°F SHALL BE DISCARDED AT THE END OF THE DAY**

Hand Washing Facilities

- ☐ A container with a spigot or drain valve (allow for continuous water flow) containing a minimum of 5 gallons warm /hot water minimum temperature 100 °F. which provides for hands- free washing. (Turn over page for illustration of proper hand-wash set-up).
- ☐ Liquid soap in a pump dispenser
- ☐ Single use paper towels
- ☐ A bucket to collect wastewater

Utensil Washing Facilities

- ☐ Access to a 3-compartment sink with integrally installed stainless steel drain boards with hot (120°F) and cold running water.
- ☐ Soap for dish washing
- ☐ Sanitizer for dish washing
- ☐ Sanitizer test kit

Food Handlers

- ☐ Clean outer garments for all food handlers
- ☐ Hair of all food handlers is restrained with hairnets or hats
- ☐ Provide adequate number of tongs, spoons, long handed forks, disposable gloves, or tissue

Food Protection

- ☐ Condiments in containers with a hinged lid, squeeze bottle, pumps, or individual packets
- ☐ Sneeze guards for steam table and open food
- ☐ Ice used for refrigeration is not used for beverage consumption

Multi-Day or Night Events

- ☐ Adequate lighting for cleaning and handling food
- ☐ Lockable food containers for overnight storage
- ☐ Refrigeration

**COMPLETION OF THE CHECKLIST DOES NOT GUARANTEE COMPLIANCE WITH STATE LAW. THIS IS SOLELY INTENDED AS A GUIDELINE
FOR PROPER BOOTH SET UP**